

FREQUENTLY ASKED QUESTIONS

What is HSPD12?

Homeland Security Presidential Directive #12 directs the Department of Defense to use the National Crime Information Center Interstate Identification Index (NCIC-III) to vet personnel entering the installation that do not possess a U.S. Government Common Access Card (CAC), Automated Installation Entry (AIE) card issued by Fort Benning Department of Emergency Services and/or Uniformed Services Identification (ID) Card.

When will Fort Benning implement HSPD12?

Starting Jan. 1, 2015, Fort Benning will vet all visitors and uncleared contractors requesting entry that do not possess a U.S. Government Common Access Card (CAC), Automated Installation Entry (AIE) badge issued by Fort Benning Department of Emergency Services, Uniformed Services Identification (Military ID) Card or Gold Star ID Card. Visitors will need to go to the Visitor Control Center (VCC) located in front of the I-185 gate for a background check and a visitor's pass. The VCC is located to the left of the gate and is open 24/7. If you are a non-military parent of a military dependent, you are eligible to apply for an AIE badge valid for one year and renewable. Contact the VCC for more information, or scroll down our FAQs for additional information on Agent Cards and AIE badges for non-military parents.

How will the process change for Military ID Card/Retiree ID Card/Family Member ID/Department of Defense CAC Card holders?

There will be no change. Proceed to the gate as you normally would. If you are traveling in the same vehicle with visitors ages 18 and older, ensure they have a valid photo ID such as a driver's license.

What if I forget my CAC or ID card at home/work?

You will be required to go to the I-185 Visitor Control Center for a NCIC-III background check and receive a visitor's pass – or you can have someone bring your ID to you. Note: If derogatory information appears on a NCIC-III check that bars you from the installation, you will need to go through the appeals process before gaining access to the installation again, even if you have valid credentials.

Can I apply for a pass in advance?

In the future, visitors will have the option of applying for background checks and receiving visitor's passes up to 30 days in advance via fax or online. We will publicize the date once it becomes available.

If I have a military ID and I want to take my mom on post, does she have to get a background check?

If you have a military ID cardholder and she is traveling in your vehicle (escorted), then she only needs to show a picture ID such as a driver's license. However, if she needs unescorted access - entering the installation on her own - she will need a visitor's pass. To obtain one, she will need to undergo a background check at the I-185 Visitor Control Center.

My son is graduating next month. Can they do the background check ahead of time?

There will be advance background checks available in the near future.

My son is graduating in January and we are planning to stay for a week. Do we need a visitor's pass? If so, how long is the pass valid, and can we go on and off the installation without a new background check every time?

You and each visitor with you 18 and over will need a visitor's pass. The Visitor Control Center can issue a pass good for the length of your visit so you only need to do the background check once.

How about restaurants off post that deliver food on post?

Food delivery drivers will be required to get a visitor pass when they deliver food on the installation. It should only add a few minutes to the delivery time, provided the delivery driver meets the criteria for receiving a visitor pass.

From the MCoE Regulation, Section B: Food Deliveries / Vendors

- Vendors and drivers must apply for a visitor pass and be cleared through NCIC-III.
- Drivers must possess a valid state-issued Driver's License, state vehicle registration and proof of insurance.

- All vehicles are subject to inspection prior to being granted access.
- Deliveries must have an on-post destination.
- Installation Commander will determine if a food delivery or vendor drivers are issued an installation badge or pass.

My son's graduation dinner and graduation is coming up and we are coming from out of town to attend. There are three of us. Do each of us need a background check for this or just a visitor pass?

If you need to travel onto Fort Benning, you and any passenger in your vehicle 18 and over will need a background check and a visitor's pass. The passes will be valid for the duration of your visit. Background checks and passes are given at the I-185 Visitor Control Center.

I'm divorced and non-military but my child is a military dependent with an ID card. Do I need a visitor's pass to take her to medical appointments on post? How does this work?

You are eligible for an Automated Installation Entry badge. You are not required to undergo a background check for this process. Take your Agent Card to the I-185 Visitor Control Center and request the AIE badge. AIE badges are valid for one year and must be renewed annually.

What is an Agent Card?

An Agent Card allows a specific non-military person to shop on behalf of or with an authorized military patron on a temporary basis not to exceed one year, and is renewable annually. Military patrons who are disabled, military dependents with non-military parents and extreme hardship cases are examples of situations where a caregiver or non-military parent would be authorized an Agent Card. For more information on Agent Cards or to schedule an appointment, contact the Fort Benning ID Card Office or DEERS at (706) 545-4068/9085.

I am active-duty military with a 21-year-old son who is a part-time student and no longer has a military ID. He still lives at home with us on Fort Benning while he attends school. Will he be required to go through the Visitor Control Center each time he leaves for school and comes back onto post? Is there a plan to issue former dependents living on post a long-term pass?

If your son lives with you on post, he is eligible for an AIE card. You will need to sponsor him for the AIE card. Contact DES or the Visitor Control Center for more information on how to sponsor him.

I work for the U.S. Department of State and frequently travel to Fort Benning for official business. Will my U.S. State Department credentials be sufficient to enter the installation? Or will I need a visitor pass?

Your federal credentials are acceptable identification. You do not need a visitor pass. Proceed to the gate as you normally would.

I ride my bicycle on Fort Benning on weekends and enter the base from the gate on 10th Armored Division Road. I have my driver's license on me, when I ride on the base. Starting Jan 1st, will I be able to ride on the base with my ID or will these new rules affect bicycle riders also entering the base?

All visitors to the installation without a CAC, military ID or AIE card will need a visitor's pass if they are going through an Access Control Point, to include those riding bicycles.

Will disabled Veterans be granted access to Post with the Government issued ID from the Veterans Administration?

Yes, your Government-issued Veterans Administration ID is an acceptable credential for accessing Fort Benning. Proceed to the gate as you normally would.

We are a moving company and deliver and pickup Soldiers household goods on base every day. What do we need to do to have a pass for all our trucks?

Your employees will need an Automated Installation Entry badge. The badge is for contractors doing work on Fort Benning and is valid for one year, with an approved background check. Contact your Government Employee Sponsor (GES) or Contracting Representative (COR) to submit the paperwork. If you don't know who your GES is, contact the organization on Fort Benning you work the most with.

I enjoy coming to different events on post, eating at the restaurants and using banks on post. I visit very often. Will I need to get a pass each time I visit or will I qualify for a 30 day pass?

You will be required to get a visitor's pass when you come on to the installation. When you arrive, you may try to request a pass for a duration of longer than a day, but it will depend on the reason for your visit.

I am a DA Civilian working on post. Is there a plan to issue credentials to spouses of DAC employees to come onto post so they don't have to get a visitor pass?

We will be working toward issuing spouses of CAC/ID card-holding civilians credentials. However, right now the priority is to ensure that we issue cards to contractors that work on the installation. For unescorted access, your spouse will need a visitor's pass until we can begin issuing these credentials.

I am a Gold Star ID cardholder. Will I need a visitor pass?

No. The Gold Star ID is an acceptable form of identification for entry to the installation. Proceed to the gate as you normally would.

If I want to bring my boyfriend – a civilian – on post to go bowling, would he need a visitor pass or just his driver's license? I'm active duty military.

If he would be traveling in the same vehicle as you (escorted), then no he would not need a visitor pass as you are a military ID cardholder. However, if he was traveling in a separate vehicle from you (unescorted), then yes he would need a visitor pass (and background check in order to get one) from the Visitor Control Center.

If I am getting married on main post, how do I and my guests get on post with these new regulations? My ID has expired and no one else has one.

Weddings are in a special category of events addressed in the new regulation, along with reunions and unit functions. The DoD sponsor for your event will need to give an attendee list to the Visitor Control Center prior to the day of the event. Your DoD sponsor is the unit or organization you coordinated with for your wedding reservation or venue (i.e. MWR, Chaplain's Office, etc). The VCC will then inform the DoD sponsor which gate the guests should use for access (it does not necessarily have to be the I-185 gate in this instance). Guests coming to post who do not have an accepted form of ID or are not traveling with a DoD escort, will be directed to the predetermined gate and they will be vetted against the attendee list your DoD sponsor provided in advance. Your guests will need to bring a valid driver's license/photo ID with them.

We live on post and it took us over an hour to get a cab to bring us home New Years Eve. The cabs all refused to even try to come on post. The cab driver who did finally pick us up said he had to pay a \$200 fee for permission to come on post. What's the deal?

There are no permission fees to come onto post. Background checks and visitors passes are provided for free, to visitors and businesses alike. Businesses must have a valid reason for needing access to post, and drivers must pass a background check. Any cab company pushing "permission fees" onto their customers should be reported to the Better Business Bureau.

I heard that visitors can get a monthly pass and renew it each month. Is this true?

No, this is a rumor. There are no monthly passes. A one-time 30-day pass may be granted by DES for extreme circumstances only. It is not renewable. Extreme circumstances include contractors working on the installation who have applied for but not yet received their Automated Installation Entry badge or family members visiting a loved one in the hospital.

I am assuming that since I am a retired service member with a valid Military ID, my civilian daughter/grandson will be allowed onto the post since they will be accompanied by me/spouse as long as we have our valid military ID. Is this assumption correct?

You are correct. If they are traveling in the same vehicle with you, they will not need visitor passes or background checks. Proceed to the gate as you normally would.

What about visitors who visit the post cemetery frequently? Will we need to get a visitor pass each time and access by the I-185 entrance?

As of right now, based on the Fort Benning Access Control Regulation (MCoE Regulation 190-13), you would be required to obtain a pass for each visit.

I'm traveling with my parents to Fort Benning for my husband's graduation and I have my military ID. Do my parents still have to do the background check in order to get onto post or can they just show their driver's licenses? Do we need a visitor's pass?

It depends on whether you (the military ID cardholder) will be traveling in the same vehicle as your parents.

- If you will be in the same vehicle, then no they would not need background checks or passes since the visit would be considered escorted by you as their sponsor. It does not matter whether you are the driver or not. Pull up to the gate and show the military ID as well as valid photo ID for other occupants in the vehicle.
- If you will be in separate vehicles, then yes your parents will need background checks and visitor passes for the duration of their visit, as it would be considered unescorted.

I have a concealed carry permit from Georgia which requires a background check. Would this not suffice to get on post? It has a picture as well. I do not carry on post but from time to time I do visit with friends.

Your previous background check is separate from the one required to enter Fort Benning. In order to receive a visitor's pass, you would still need to undergo an NCIC-III background check through the Fort Benning Visitor Control Center within 30 days of your planned visit.

I see that the NCIC-III check looks for felonies within the last ten years. My question is: Is it ten years from the date of conviction or ten years from the completion of probation?

It's from the date of the conviction.

Is there any way around the requirement for a background check? I have a felony conviction but I need to get onto post to work.

If you are currently employed or seeking employment on the installation, your organization/Government Employee Sponsor can elect to sponsor you through the denial process. Unfortunately, there is no way around this requirement.

My fiancé has an expunged offense that will show up on an NCIC background check. Will this prevent her from coming onto post until we are married or is there a clause allowing for these issues?

If the offense is indeed expunged, your fiancé should not encounter any trouble when her background is run. However, keep in mind that her NCIC background check has to reflect that the offense was expunged. Hopefully she saved court records in the event there is an issue. Please refer to MCoE Regulation 190-13, which can be found on the Fort Benning website at www.benning.army.mil/gateinfo. It goes into depth on the criteria that would disqualify an individual from access to the installation.

I am a DOD contractor with a CAC card. Can I bring my wife onto the installation and not get a pass or background check for her?

Yes, if she is traveling in the same vehicle with you she would not need a background check or visitor pass. She will still need to present valid photo ID at the gate (i.e. driver's license, etc).

Are motor homes allowed on post?

Yes, motor homes can travel through the gate. If the vehicle is more than 5 tones gross weight, it will need to go through the Harmony Church gate. You will still be required to provide appropriate credentials or to obtain a background check and visitor's pass before entering the installation.